



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

02 APR 1998

CEMP-E/CECW-O

MEMORANDUM FOR COMMANDER, DIRECTORS OF ENGINEERING AND
TECHNICAL SERVICES

SUBJECT: Annual Area/Resident Engineer and Contracting Workshop, 19-21 May 1998

1. We would like to thank everyone for their input for the agenda items. All the topics received are being reviewed for consideration. Once the agenda topics have been determined, we will inform all speakers so they will have adequate time to prepare. - The final agenda and registration information will be sent to you soon.
2. The workshop will be held in Dallas from 19-21 May 1998. A block of rooms is being reserved under "**Contracting & Engineering**" for this workshop at the Sheraton Park Central, 12720 Merit Drive, Dallas Texas. You will need to call the hotel directly at 972-385-3000 to reserve your room. Reservations must be made by 22 April. The cost of the room is \$94 per night, with the government rate applicable for two days before and after the conference. We will provide tax-exempt forms at registration.
3. The hotel has many amenities and is located 20 miles from the Dallas/Ft. Worth International Airport and three miles from the Galleria Shopping Center. The hotel can arrange van or shuttle service to and from the airport (\$13 per person one-way) and they offer a free van service to the Galleria.
4. All of the latest information concerning the conference will soon be on the Construction and Design Branch web site at "<http://www.hq.usace.army.mil/cemp/c/cemp-c.htm>." The url for the hotel's website is "http://www.sheraton.com/sheraton/html/Properties/Hotels_and_Resorts/472.html." If you have any questions, the point of contact is Denise Massihi, at 202-761-1380.

FOR THE COMMANDER:

CHARLES M. HESS, P.E.
Chief, Operations, Construction and Readiness Division
Directorate of Civil Works

KISOR CHEUNG, P.E.
Chief, Engineering and Construction Division
Directorate of Military Programs

CF:

CEPR-O, District Chief Construction, Chief Construction/Operations Divisions